

- 1) The Van Meter City Council met for a regular council meeting on Monday, November 18, 2013 at the Veterans Reception Center. Mayor Allan Adams called the meeting to order at 7:00PM. The following council members were present upon roll call: Richard Booge, Bob Lacy, Becca Wiederholt, Kim Sacker, and Adam Coyle.

Also present were, Public Safety Director William Daggett, City Engineer Bob Veenstra, City Attorney Erik Fisk, City Administrator Jake Anderson and members of the public.

- 2) Mayor Adams indicated an addition to the agenda and asked for a motion to approve the agenda. Motioned by Sacker supported by Lacy. Passed unanimously.
- 3) Introductions were made.
- 4) Mayor Adams and Public Safety Director William Daggett presented Brandon Carter with the Medal of Merit for having acted in a manner of professionalism, dedication to duty, gallantry and bravery exceeding the normal demands expected of an officer when he acted without due regard for his own life and confronted and disarmed a subject intent on murder and armed with a handgun.
- 5) Mayor Adams presented a check for \$3,000 to Marsha Whiteaker on behalf of American Legion Post 403. The money was raised during RAGBRAI and the Legion was the single-community cause that the RAGBRAI committee decided to support.
- 6) Mayor Adams recognized Brad Long who presented the Greater Dallas County Development Alliance's annual report.
- 7) Mayor Adams opened the citizens hearing. Hearing none Mayor Adams closed the citizens hearing.
- 8) Mayor Adams reviewed the consent agenda, and asked for discussion. City Administrator Anderson noted amendments to the claims list. Mayor Adams asked for a motion to adopt, "A Resolution Adopting the Revised Consent Agenda." which included the following:

- a. Approve the Minutes of October 14 and October 21, 2013 Council Meetings
- b. Approve the October Claims list

ACCO	\$ 485.62
ACS FIREHOUSE SOFTWARE	\$ 625.00
TYCO INTERGRATED SECURITY	\$ 120.00
AG SOURCE LABORATORIES	\$ 248.00
BOBS AUTO PARTS	\$ 12.77
CARPENTER UNIFORM CO	\$ 497.89
CASEY'S GENERAL STORE	\$ 1,039.38
CENTURY LINK	\$ 332.12
CLEAN IT INC	\$ 396.00
COOK'S ILLUSTRATED	\$ 28.95
CULLIGAN	\$ 53.20
DALLAS COUNTY NEWS	\$ 205.04
DATA TECHNOLOGIES INC	\$ 3,241.06
DELTA DENTAL	\$ 313.82
DENNIS CARTER	\$ 17,241.37
ED ROEHR SAFETY PRODUCTS	\$ 102.31
EFTPS	\$ 5,062.34

ELECTRONIC ENGINEERING	\$ 3,157.33
ENGINEERED SYSTEMS INC	\$ 23,310.77
GALLS AN ARAMARK COMPANY	\$ 113.59
GARY HERRICK	\$ 21.36
GREATER DALLAS CO - GDCDA	\$ 1,500.00
H D SUPPLY WATERWORKS	\$ 60.00
HEARTLAND COOP	\$ 50.02
HOTSY CLEANING SYSTEM	\$ 120.91
HURST & SONS CONTRACTORS	\$ 94,984.06
IA DEPT OF PUBLIC HEALTH	\$ 50.00
ICMA	\$ 431.53
IMAGING TECHNOLOGIES	\$ 370.39
INDUSTRIAL CHEM LABS	\$ 126.06
IOWA DNR	\$ 350.00
IOWA EMS	\$ 250.00
IOWA HISTORY JOURNAL	\$ 18.95
IOWA ONE CALL	\$ 29.80
IOWA STATE UNIVERSITY	\$ 562.50
IPERS	\$ 1,609.11
JANICE MILLER	\$ 207.81
JIMS JOHNS INC	\$ 50.00
LAKE PARK PUBLIC LIBRARY	\$ 15.00
LOWE'S	\$ 208.98
MAFFIN OUTDOOR POWER & AUTO	\$ 350.50
MATHESON TRI GAS INC	\$ 159.97
MIDAMERICAN ENERGY	\$ 2,023.56
MUNICIPAL SUPPLY INC	\$ 1,778.85
NORTHERN TOOL & EQUIPMENT	\$ 84.79
OFFICE DEPOT	\$ 102.50
OGDEN PUBLICATIONS	\$ 31.90
QUILL	\$ 14.39
SQUARE	\$ 11.66
TASTE OF HOME	\$ 25.98
TEAM SERVICES INC	\$ 124.00
THE HARTFORD	\$ 213.50
TIMBERPINE	\$ 1,947.00
TREAS - STATE OF IOWA W/H	\$ 478.00
TRUCK EQUIPMENT INC	\$ 15.30
US POSTMASTER	\$ 184.92
VEENSTRA & KIMM INC	\$ 1,848.80
VERIZON WIRELESS	\$ 354.86
VETERANS RECEPTION CENTER	\$ 3,000.00
VM REC FOUNDATION	\$ 8,934.03
WASTE CONNECTIONS	\$ 11,178.65
WELLMARK	\$ 4,855.80
WELLS FARGO CC	\$ 1,740.82

FUND	RECEIVED	DISBURSED
001 GENERAL	11,242.13	29,011.59
051 LIBRARY TECHNOLOGY FUND	0.01	315.45
058 FARMERS MARKET	205	0
110 ROAD USE TAX	9,853.53	60,308.59
WHITFIELD & EDDY PLC	\$ 1,187.50	
ZOLL MEDICAL CORPORATION	\$ 400.00	
***** REPORT TOTAL *****	\$198,650.32	

c. Approve the October Financial Statement

FUND	RECEIVED	DISBURSED
01 GENERAL	\$ 91,786.38	\$ 20,314.52
051 LIBRARY TECHNOLOGY FUND	\$ 0.01	\$ -
110 ROAD USE TAX	\$ 10,755.09	\$ 5,530.69
112 EMPLOYEE BENEFITS	\$ 29,650.89	\$ 5,146.12
119 EMERGENCY FUND	\$ 2,379.50	\$ -
121 LOCAL OPTION SALES TAX	\$ 8,934.03	\$ 8,934.03
125 TIF-CR ESTATE	\$ 52,315.35	\$ -
126 TIF-WH PINES SUBDIVISION	\$ 17,475.79	\$ -
127 TIF-POLK CO. BANK	\$ 11,373.46	\$ -
180 PARK TRUST FUND	\$ 0.14	\$ -
182 LIBRARY TRUST FUND	\$ 1,410.29	\$ 4,594.54
183 VM COMMUNITY BETTERMENT	\$ -	\$ 35.00
186 SITE CERT PROJECT	\$ -	\$ 19,437.22
200 DEBT SERVICE	\$ 29,661.16	\$ -
300 SIDEWALK CAPITAL PROJECT	\$ -	\$ 418.80
600 WATER	\$ 20,648.41	\$ 12,805.20
610 SEWER	\$ 36,060.16	\$ 16,232.98
*****REPORT TOTAL*****	\$312,450.66	\$ 93,449.10

- d. Approve the renewal of Casey's Liquor License  
e. Approve the renewal of Fat Randi's Liquor License

Lacy moved supported by Wiederholt to adopt and approve Resolution #2013-53, "A Resolution Adopting the Revised Consent Agenda" Passed unanimously.

- 9) Mayor Adams asked City Engineer Veenstra to present Change Order No1 for the Safe Routes to School Sidewalk improvement project. Veenstra explained that the Change order added more sidewalk and removed the moving of a fire hydrant while reducing the overall cost of the project. Moved by Lacy supported by Wiederholt to approve the change order. Passed unanimously.
- 10) Mayor Adams asked City Engineer Veenstra to present Pay Estimate No 2 for the Safe Routes to School Sidewalk improvement project. Veenstra explained that this Pay Estimate was the second and final pay estimate for the project which includes the retainage. Moved by Lacy supported by Coyle to approve to approve the pay estimate. Passed unanimously.
- 11) Mayor Adams asked City Engineer Veenstra to explain Change Order No 1 for the Richland Road Sanitary Sewer Project. Veenstra explained that the change was necessitated by a lapse in coordination between the School's recreation complex project and the placement of a culvert prior to the construction of the sewer main. Sacker moved supported by Coyle to approve Change Order No 1. On roll call the votes were as follows: Lacy – NO; Booge – NO; Sacker – YES; Wiederholt – YES; Coyle – YES. Passed 3-2.
- 12) Mayor Adams asked City Engineer Veenstra to present Pay Estimate No 1 for the Richland Road Sanitary Sewer Project. Veenstra explained that the project was sixty percent complete and that he was recommending payment in the amount of \$94,984.06. Moved by Sacker supported by Booge to approve

Pay Estimate No 1. Passed unanimously.

13) Discussion and action relevant to the Rec Complex transition

- a. City Administrator Anderson presented a job description for the proposed position to assist with various administrative duties and the additional work load anticipated with the takeover of the rec complex. Moved by Sacker supported by Wiederholt to approve the job description as presented. Passed unanimously.
  - b. Anderson asked that the City Council authorize him to recruit and retain a candidate for the newly approved Deputy City Clerk/Rec Coordinator at a starting wage between \$13-16/hour depending on qualifications. Moved by Sacker supported by Wiederholt to grant the requested authorization. Passed unanimously.
  - c. Park Board Member Josh Wiederholt presented a concept for improving concessions, restrooms, and multi-purpose amenities at the facility. Wiederholt reported that the concept is in a discovery phase and that the Park Board will report back on the plan's feasibility at a special meeting sometime after the first of the year.
- 14) Mayor Adams asked Administrator Anderson to present the proposed ordinance establishing a Major Utilities zoning designation. Anderson explained that the site certification project would benefit from annexing the MidAmerican transfer station into the City so that there are not issues with franchise fees if the utility would need to run service lines through unincorporated Dallas County to serve a project. City Engineer Veenstra explained they types of projects contemplated under the ordinance are water treatment plants and large electrical substations. Mayor Adams opened the public hearing on the first reading of the proposed ordinance. Nyla Peeler asked some clarifying questions. Chris Pose representing MidAmerican Energy addressed the City Council and indicated that MidAmerican would annex and the proposed ordinance would keep the facility from being a non-conforming use. Hearing no further public comment Mayor Adams closed the public hearing and asked for a motion to approve the first reading of the proposed ordinance. Moved by Lacy supported by Wiederholt. Passed unanimously. Mayor Adams entertained a motion to waive the second reading of the proposed ordinance. Moved by Lacy supported by Wiederholt. Passed unanimously. Mayor Adams asked for a motion to waive the third reading of the proposed ordinance. Moved by Lacy supported by Coyle. Passed unanimously. Mayor Adams asked for a motion to approve and adopt Ordinance 241. Move by Lacy supported by Coyle. Passed unanimously.

15) Department/Committee Reports

Becca Wiederholt reported that the Business Leaders Group would be holding the First Annual Thanksgiving Dinner on Saturday, November 23, 2013.

- 16) Mayor Adams announced that the Council would be conducting a review of City Administrator Anderson's performance and pursuant to Iowa Code Chapter 21.5 the review would occur in open session unless Anderson requested a closed session. Anderson requested a closed session. Coyle moved supported by Sacker to adjourn into closed session. Passed unanimously and the public was dismissed at 8:02PM.

~ Closed Session ~

At the conclusion of the closed session Sacker moved supported by Wiederholt to reopen the meeting to the public at 9:00PM.

- 17) Mayor Adams announced that the Council would review a proposed employment agreement with Anderson and pursuant to Iowa Code Chapter 21.5 the review would occur in closed session. Lacy moved supported by Wiederholt to adjourn into closed session. Passed unanimously and the public was dismissed at 9:13PM.

~ Closed Session ~

At the conclusion of the closed session Lacy moved supported by Sacker to reopen the meeting to the public at 10:48PM.

- 18) Mayor Adams asked for an explanation of the proposed resolution approving an employment agreement with Jacob Anderson. Anderson explained that the resolution approves the proposed employment agreement and authorizes the Mayor to execute the agreement on behalf of the City Council. Moved by Lacy supported by Sacker to approve Resolution #2013-54, "A Resolution Approving an Employment Agreement with Jacob Anderson" subject to the City Attorney's edits of the contract as directed by the Council in closed session. Moved by Lacy supported by Sacker. Passed unanimously
- 19) Having no other business Mayor Adams asked for a motion to adjourn. Moved by Sacker supported by Wiederholt. Passed unanimously.

\_\_\_\_\_ Allan B. Adams, Mayor

ATTEST

\_\_\_\_\_ Liz Thompson, City Clerk